

Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. ____

APPLICATION FOR REGISTRATION

PART I. INFORMATION ABOUT THE REPORTING ORGANIZATION To be accomplished by the applicant. Supply all required information. Misrepresentation, false statement or fraud in this application or in any supporting document is a ground for denial or cancellation of registration.		Date Accomplished:	
Name of Applicant Organization			
Address		Place/s of Operation of Union	
Name of President (Last) (First) (Middle)		Address	
Date Organized (Day) (Month) (Year)		Date of CBL Ratification (If ratification was done on successive dates, state dates of ratification.)	
Fiscal Period [] Calendar Year [] Fiscal year (Pls. specify) ____		Status of Finances [] w/ Financial Report [] w/o Financial Report	
Name of Establishment	Address	Industry Classification (Pls. refer to PSC in the LRD)	Product Line
No. of Employees			
Establishment/Company Male _____ Female _____		Bargaining Unit Male _____ Female _____	Union Members Male _____ Female _____
Description of the Bargaining Unit (Check all appropriate boxes)			
Composition: [] Supervisory [] Rank and File Structure: [] Employer Unit [] Occupational Unit Sectoral Classification: [] Industry [] Services [] Agriculture Occupational Classification: [] Technical [] Administrative [] Faculty [] Professional [] Manufacturing [] Sales/Marketing Mode of Payment of Wages: [] Monthly-paid [] Daily-paid [] Hourly paid [] Task / "pakiao" [] Commission			
I attest to the truth of the foregoing. <div style="text-align: right;"> _____ Authorized Representative / Position in the Union (Signature over printed name) </div>			
SUBSCRIBED AND SWORN TO before me at _____, Philippines this ____ day of _____ 200__, by _____ with Community Tax Certificate No. _____ issued at _____ on _____.			
NOTARY PUBLIC			
Doc No. Page No. Book No. Series of 200 ____			

PART II. PROCESSING OF REQUIREMENTS (To be accomplished by the processor in the RO)	Date Received:	
<p>A. Checklist of documents. All documents shall be certified under oath by the Secretary or Treasurer as the case may be and attested to by the President. Documents not so certified and attested shall not be considered as compliance.</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Name of the organization's officer and their respective addresses <input type="checkbox"/> 2. Approximate number of employees in the bargaining unit where it seeks to operate with a statement that it is not reported as a chartered local of any federation or national union <input type="checkbox"/> 3. Minutes of the organizational meeting/s <input type="checkbox"/> 4. List of the members who participated in the organizational meeting/s <input type="checkbox"/> 5. Names of all its members comprising at least twenty percent (20%) of the employees in the bargaining unit <input type="checkbox"/> 6. Annual financial reports if the applicant organization has been in existence for one year or more <input type="checkbox"/> 7. Financial report not required because applicant organization has been in existence for less than one year or has not collected any amount <input type="checkbox"/> 8. Constitution and by-laws accompanied by the names and signatures of ratifying members <input type="checkbox"/> 9. Minutes of adoption or ratification of the constitution and by-laws and dates/s when ratification was made <input type="checkbox"/> 10. Minutes of adoption or ratification is not required if it is done simultaneously with the organizational meeting and the same is reflected in the minutes of the organizational meeting <p>All documents supporting the application for registration shall be submitted in triplicate: one original and two duplicate copies.</p> <p>B. Payment of Registration Fee</p> <ul style="list-style-type: none"> <input type="checkbox"/> Registration Fee paid under O.R. No. _____ Date _____ <input type="checkbox"/> Registration Fee not paid <p>C. Recommendation on the Application:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Recommending Approval with Certificate of Registration attached <input type="checkbox"/> Recommending Denial due to failure to comply with documentary requirements (Pls. specify lacking documents) <ul style="list-style-type: none"> 1. _____ 2. _____ 3. _____ <p style="text-align: right; margin-right: 100px;">By: _____ Processor (Signature over printed name)</p> <p style="text-align: right; margin-right: 100px;">Date _____</p>		
PART III. ACTION ON THE APPLICATION		
<p>A. Approval /Denial</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approved for Registration with duly signed Certificate of Registration attached <input type="checkbox"/> Registration denied, with duly signed Notice of Denial <p>Respectfully endorsed to the Director</p> <ul style="list-style-type: none"> <input type="checkbox"/> For approval of the Certificate of Registration <input type="checkbox"/> For approval of Notice of Non-Compliance <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="text-align: center;"> _____ Chief, Labor Relations Division </div> <div style="text-align: center;"> _____ Date </div> </div> <p style="margin-top: 20px;">Approved for release.</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> _____ Regional Director </div> <div style="text-align: center;"> _____ Date </div> </div>		
Registration Certificate No.	Date Issued:	Date Released:



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. IX
Zamboanga City

REGISTRATION NO. **LO-ROIX-2006-12-001**

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the provisions of Presidential Decree No. 442, as amended, the

has this day been registered as a legitimate labor organization in the Philippines with all the rights and privileges appurtenant thereto to act as representative of its members for purposes of collective bargaining with employers and the right to promote the moral, social and economic well-being of its members, subject to all provisions of existing laws and regulations relating to labor organizations.

This Certificate of Registration may be cancelled automatically or after due notice and hearing, for cause, as provided by law.

IN WITNESS WHEREOF, we have hereunto affixed our signatures, with the seal of the Department of Labor and Employment at Zamboanga City, Philippines, this _____ day of November Two Thousand and Six.

RECOMMENDING APPROVAL:

APPROVED:

FRANCISCA D. CORPUS
Head, Technical Services Support Division
OIC, Asst. Regional Director

CHITA DG. CILINDRO
Regional Director
DOLE, Region 9